

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**

**Minutes of Meeting**

**April 28, 2016**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, April 28, 2016, at 3:00 p.m. in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

David Kause, Chairman  
Wes Mabe  
John Silva

Charlie White  
Jennifer Atwell  
Dicky Morgan

**MEMBERS ABSENT**

David Carpenter

**EX-OFFICIO MEMBERS PRESENT**

C. Wayne Sutherland, Jr., Wytheville Town Manager  
R. Cellell Dalton, Wythe County Administrator

**EX-OFFICIO MEMBERS ABSENT**

Jason Childers, Rural Retreat Town Manager

**JOINT IDA STAFF PRESENT**

David Manley, Executive Director  
John Matthews, Associate Director  
Virginia Crockett, Administrative Assistant

**DETERMINDATION OF QUORUM**

Chairman Kause called the meeting to order and determined a quorum to be present. Chairman Kause offered the invocation and led the Pledge of Allegiance.

**CITIZENS' TIME**

Chairman Kause welcomed Wayne Sutherland, Wytheville Town Manager, and Patricia Bevil from the Virginia Employment Commission, to the meeting and asked if there was anyone present who would like to address the Board.

Chairman Kause stated that he would like to take a few moments of Citizens Time to mention a few items. First, he wished Miss Crockett a happy belated birthday. He applauded those who replaced the roof on the Agape Food Pantry building. Chairman Kause thanked Dr. White and his wife Peggy and the entire Wytheville Community College choir for their remarkable performance and noted that the whole concert event was fantastic. He stated that he is looking forward to members of the choir participating in the community band concert next Tuesday at the George Wythe High School.

**DR. JEFF PERRY – WYTHE COUNTY PUBLIC SCHOOLS**

Mr. Manley introduced Dr. Jeff Perry, Superintendent of Wythe County Public Schools. Dr. Perry stated that it was a certainly a welcome opportunity and a privilege to speak to the Board. He noted that he would update the members on the capital building program for Wythe County Schools and what is being done with the school division. Two major initiatives that the School Board is currently working on, first is making sure the academic programs are what they need it to be. He noted that right now he believes there is some progress to be made. Dr. Perry mentioned that he believes the Wythe County School division has a lot of potential to be performing more strongly in academics. He went on to address the capital improvement program, stating that the next

School Board meeting will involve coming up with a plan and adopting it at the regular Board meeting in May. It will then be brought before the Wythe County Board of Supervisors to be discussed. He noted as the construction cycle comes around now, it is time to begin work on the Town of Wytheville schools. The primary focus will be Spiller Elementary, Scott Memorial, and George Wythe High School. Dr. Perry stated that the School Board is considering all options. He added that they are looking at potential renovations and new construction, noting that each comes with advantages and disadvantages. The main concern to the School Board is that it be done and be done correctly. Dr. Perry continued discussion on the renovating and new construction of the Wytheville schools and answered the JIDA Boards questions.

Chairman Kause thanked Dr. Perry for the valuable information regarding the upgrade of the area schools.

**LENNIE GAIL MITCHAM AND STEPHANIE SURRETT – SVAM AND SVAM CENTER OF EXCELLENCE**

Lennie Gail Mitcham, Executive Director of the Southwest Virginia Alliance for Manufacturing, Inc. (SVAM), spoke to the Board regarding the activities of SVAM. Some topics mentioned were SVAM’S beginning, which was a joint idea between SWIFA (Smyth-Washington Industrial Facilities Authority) and local industry to promote advance manufacturing in the region and improve the image of manufacturing as a career in southwest Virginia. SVAM’S mission is to support the advancement and sustainment of manufacturing in Southwest Virginia. The programs and initiatives of SVAM are driven by its goals and strategic plan. Their first goal is to establish and promote regional collaboration in support of manufacturing and its careers as part of an educational and economic development initiative. The second goal is to redefine the image of manufacturing with young people and their parents, their educators, the community, and policy makers in a manner that increases the number of young adults and other members of the workforce who pursue manufacturing-based careers. The third goal is closing the skills gap for regional manufacturers by aligning educational and workforce training resources with the most pressing demands of are manufacturing. Ms. Mitcham mentioned that Somic America, Inc., and Coalfield Services, Inc., are members of SVAM. She also pointed out the non-manufacturing members which includes the Joint IDA of Wythe County. She also pointed out the past achievements of SVAM and what is on schedule for the upcoming year. Board members asked several question after the presentation that were answered by Ms. Mitcham.

Stephanie Surrett, SVAM Center of Excellence Director, spoke to the Board regarding the Southwest Virginia Advanced Manufacturing Center of Excellence. Ms. Surrett noted that the purpose of the Center of Excellence is to increase the numbers of manufacturing career seekers. They are also looking to strengthen existing entry-level and foundational pipelines, develop new, fast tracked advanced level training, and strengthen existing entry-level and foundational pipelines. She mentioned that Mountain Empire Community College, Southwest Community College, Virginia Highlands Community College, Wytheville Community College, and Virginia Western Community College are partners in the Center of Excellence and that Mr. Manley is Secretary of the Board. Ms. Surrett added that the curricula and National Certifications will come from SIEMENS, the National Institute for Manufacturing Skills, and the American Welding Society. She added that certification is an ultimate goal for increasing the numbers of manufacturing career seekers. Ms. Surrett answered several questions about the certifications and the program that were asked by the JIDA Board.

Chairman Kause thanked both Ms. Mitcham and Ms. Surrett for presenting the information and he looked forward to hearing about SVAM’S continued success.

**APPROVAL OF MINUTES—March 24, 2016**

Chairman Kause asked if there were any questions or discussion regarding the March 24, 2016, meeting minutes. With there being no discussion, Chairman Kause asked for a motion to approve the March meeting minutes. Mr. Morgan made a motion, seconded by Ms. Atwell, to approve the minutes as presented. With no further discussion, the motion passed unanimously.

**APPROVAL OF INVOICES**

Chairman Kause asked if there was a motion to approve the invoices. Mr. Silva made a motion, seconded by Mr. Mabe, to approve the invoices as presented. With no further questions, the motion passed unanimously.

**Joint IDA of Wythe County  
Check Register  
For the Period from March 25, 2016 through April 30, 2016**

|                |             |              |               |
|----------------|-------------|--------------|---------------|
| <b>Check #</b> | <b>Date</b> | <b>Payee</b> | <b>Amount</b> |
|----------------|-------------|--------------|---------------|

|              |         |                               |                     |
|--------------|---------|-------------------------------|---------------------|
| EFT          | 4-11-16 | APCO                          | 86.56               |
| EFT          | 4-25-16 | CenturyLink                   | 190.59              |
| EFT          | 4-20-16 | Robert G. Moore               | 1,100.00            |
| EFT          | 4-25-16 | First Bank – Master Card      | 2,563.28            |
| 7397         | 4-04-16 | Coperion                      | VOID                |
| 7398         | 4-28-16 | Coperion                      | 9,393.23            |
| 7399         | 4-28-16 | David Manley – Reimbursement  | 624.24              |
| 7400         | 4-28-16 | John Matthews – Reimbursement | 130.82              |
| 7401         | 4-28-16 | Southwest Signs               | 175.00              |
| 7402         | 4-28-16 | The O’Connor Group            | 218.75              |
| 7403         | 4-28-16 | Town of Wytheville            | 16,205.00           |
| 7404         | 4-28-16 | Wytheville Office Supply      | 618.38              |
| 7405         | 4-28-16 | Mt. Rogers                    | 7,308.75            |
| <b>Total</b> |         |                               | <b>\$ 38,614.60</b> |

## STAFF REPORT – ASSOCIATE DIRECTOR

### Conferences & Workshops

IEDC Basic Economic Development Course – April 12-15, San Antonio, TX  
Customer Service Workshop – April 26, Wytheville Meeting Center

### Meetings

@Corridor – Marketing Planning Session  
Coperion Tour – Bob DiMarino and Alan Wood  
CRIFA  
Downtown Wytheville Economic Restructuring Committee  
O’Connor Group – Marketing Planning  
Project Mockingbird  
Revolving Lan Fund Inquiries  
Stronger Economies Together – Regional Strategic Planning  
Wythe-Bland Young Professionals and steering committee

### Economic Restructuring Committee

- Startup Wythe In – The committee has posted the competition outline and application, which are starting to be turned in. The committee has received pledges and payments totaling \$12,050 towards the 2016 goal of \$22,000. We have created a page on our website and share it through Facebook.

### MyVirginiaScan

We have been asked to make our six-month updates to our listings on the property database maintained by the Virginia Economic Development Partnership. We will be contacting the property owners and representatives to make sure that the information we have listed for their sites and buildings are still accurate.

### Scholarship

Awarded a \$500 scholarship for the April Basic Economic Development Course.

## STAFF REPORT – EXECUTIVE DIRECTOR

### New or Expanding Business Activity

- Responded to inquiries form
  - Local industry
  - Site selection consultants
  - Ongoing prospects
  - VEDP
  - Tobacco Commission
  - Expanding technology consortium
  - Small business owner
  - Local property owner

- Visited with site selection consultant at Global Location Strategies, Greenville, SC

### **Notable Activities**

- Meet the Consultants, Atlanta, GA
- Virginia Tobacco Region Revitalization Commission (TRRC) planning input session
- Visit to Coperion's new facility
- Visit to Hutchinson
- WCC Scholarship benefactor luncheon
- Chaired meeting of Legislative Manufacturing Council for General Assembly and GO Virginia update
- Developed grant application with and for the benefit of Project Mockingbird
- Presentation Wytheville IDA on yearly activities
- Stronger Economics Together session with DHCD, Mt. Rogers PDC
- Review of strategic plan, revision
- Announcement planning for Project Mockingbird
- WVV Honors Convocation
- Downtown Wytheville/Wythe Bland UPS Downtown Business Crawl
- VEDP Conference call on current activities/progresses
- Budget hearing with Wythe Co. BOS
- Site visit to Project Mockingbird
- Developing new printed materials
- Startup Wythe In planning and fundraising
- Website updates
- aCorridor economic developers marketing strategy meeting

### **Business Contacts and Meetings**

- Wythe County BOX Economic Development Committee
- Todd Haymore, Va. Secretary of Agriculture and Forestry
- Liz Povar, VEDP VP of Business Expansion
- Joe Gillespie, VEDP Project Manager
- Deborah Flippo, Draper Aden Assoc., President of VEDA
- Josh Lewis, aCorridor
- Stephanie Surret, Exec. Dir – SVAM Center of Excellence
- Bill O'Connor, The O'Connor Group
- Dan Porter, Ban of Marion
- Mary Jane Umberger, HR Alliance LLC
- Bill Smith
- Randy Lund, Hutchinson
- Alan Wood – Coperion Corp.
- Tim Pennington, Schaffner MTC
- Stacey Richardson, VaTRRC
- Ned Stephenson, Deputy Director, VaTRRC
- Cellell Dalton, County Administrator
- Wythe-Bland Young Professionals Steering committee
- John Smolak, Ec. Dev. Director – AEP (Project Tiger, marketing)
- Lennie Gail Mitcham, SVAM Exec. Dir.
- John Longshore, Global Location Strategies (Tiger)
- Didi Caldwell, Global Location Strategies
- Woody Hydrick, Global Location Strategies
- Monty Turner, Global Location Strategies
- Dean Sprinkle, President – WCC
- Dan Motley, Norfolk Southern
- John Griffith, Appalachian Power
- Wayne Sutherland, Town of Wytheville
- Dan Tolley, Project Mockingbird

### **Upcoming:**

- Site visit for Project 3F
- Announcement date (pending) for Project Mockingbird
- Meeting with Mary Rae Carter
- Meeting with leadership at VEDP
- SET final session

- UVa Wise economic summit
- Ribbon cuttings for COE satellite campuses in Duffield and Bluefield
- Sen. Mark Warner visit to Wytheville on Friday, May 6 (invitation sent to Board)

Mr. Manley updated the Board on the website analytical report.

## **OLD BUSINESS**

### **GOLF TOURNAMENT UPDATE**

Mr. Matthews reported on the golf tournament. He mentioned that at the present time there are seven teams that have sent their money. We noted that staff is still working on sponsorships for hole sponsors and reception sponsors. Mr. Matthews stated that we have received verbal commitments, but are making calls regarding the deadline which is the May 13. He noted that he and Mr. Mabe met with Lisa, Restaurant Manager at the Country Club, last week to put the menu together. Everything is where it should be at the present time.

### **BUDGET**

Mr. Manley stated that he presented the budget to Wythe County, but he has not heard anything official about acceptance as of today. He expects to have information at the next regular Board meeting.

### **OTHER**

Strategic Plan – Mr. Manley stated that each Board member should have in their packet a revised copy of the Strategic Plan. He asked that the Board members please look over the plan and bring any comments or suggestions they may have back to the Board meeting in May. Chairman Kause asked that each Board member look the information over that he did not feel a committee is needed. He suggested that the Board members bring any changes or suggestions to the next meeting and it will be discussed, changed, adopted or not adopted. Mr. Manley stated that once the Board has finalized the plan it will be presented for action.

Senator Mark Warner – Mr. Manley reminded the Board that Senator Mark Warner will be at the Bolling Wilson Hotel on Friday, April 29, at 4:30 p.m. It is a non-political economic event and he hopes that the Board members will be able to attend the event.

Revolving Loan Fund – Mr. Mabe asked about the standing of the Revolving Loan fund. Mr. Manley stated that everyone is paying their payments on time and that there have been a couple of inquiries recently and that there may be applications submitted maybe in the next couple of weeks. One is in business and one is opening a business. Mr. Manley mentioned that there is a Southwest Virginia Cultural Heritage Foundation sponsored small business advisor that will work in Wythe County, so he will be incorporated into these activities as much as possible.

Chamber Expo – Mr. Matthews mentioned that the Chamber Expo is coming up on Tuesday, May 3 and that the Joint IDA will have a booth. He asked if the Board would stop by and assist in talking about the JIDA with the guests as they pass through.

## **NEW BUSINESS**

### **VIDA – CONTINUING EDUCATION OPPORTUNITY FOR BOARD MEMBERS**

Mr. Manley stated that the Virginia Industrial Development Authority's Institute is having a meeting which is a great educational opportunity for anyone who wants to learn more about the work of an IDA. He mentioned that if the invitation has not been forwarded to the Board, the staff can certainly do. Ms. Atwell asked what the date was on the meeting. Mr. Manley stated that it was into the summer.

### **PROJECT UPDATES**

Mr. Manley said that beyond what was already shared in the meeting, no additional updates were necessary at the given time unless the Board had specific inquiries that would require closed session. Chairman Kause stated that he did not think that there is a need at the present time to go into closed session, especially considering the late hour. Mr. Manley noted there will be an invitation sent out for the announcement being made.

### **OTHER**

Trees on boundary – Mr. Morgan stated that he had received a call about trees falling on to a citizen's private property. He did not know for sure who to call. Mr. Sutherland stated that he had heard about the problem and

that it was in or near Fairview Park. Mr. Dalton stated that the property owner needed to contact Mr. Bill Smith needed about this matter.

**ADJOURN**

There being no other business, Chairman Kause adjourned the meeting at 4:50 p.m.

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David Kause, Chairman

Attest:

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Virginia M. Crockett, Secretary